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DATE: January 15, 2014

TO: Commissioners Court

FROM: Misty Brown, Development Services Division Manager

RE: Request to extend the Cafeteria Management for Courthouse,

RFP NO. 06306-12 to The Vitasek Leasing Co., Inc.

We respectfully request Commissioners' Court to extend the Cafeteria Management for Courthouse, RFP NO. 06306-12 to The Vitasek Leasing Co., Inc.

xc: Bill Bilyeu Ruben E. Delgado